

STAFF REPORT

Meeting Date: 09/09/05

Agenda Item: 6

To: BEACON Board of Directors

From: Executive Director

Date 08/31/05

Subject: Additional FY 2005-2006 Annual Consultant Contracts

REQUIRED ACTION:

- a. Authorize Executive Director to retain the services of Federal Lobbyist, Howard Marlowe and Associates for a fixed fee of \$10,000.
- b. Approve Annual Audit Services, Lutz, Law & Erlbaum for \$2,800

DISCUSSION:

At the July BEACON meeting, four contracts were approved to provide financial, technical, legal, and project management services for BEACON. Two additional consultant contracts are recommended for Federal Lobbyist services and for Audit Services.

BEACON staff proposes to retain the services of federal lobbyist, Howard Marlowe, again this year to represent BEACON's interests at the federal level for an annual fixed fee of \$10,000. The proposed scope of services is the same as last year and is attached. The recommendation is for the BEACON Board to authorize the Executive Director to enter into an agreement for these services once it has been finalized and has had BEACON legal review.

BEACON has previously entered into contracts every three years for the annual independent audit of BEACON's financial statements. It is proposed that BEACON enter into an agreement with the accounting firm of Lutz, Law & Erlbaum for just next year for an amount of \$2,800 to perform the annual audit.

As shown in the budget report, staff and consultant costs are fully funded by revenues from grants and annual dues.



A California Joint Powers Agency

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